

From: ASRS [<mailto:ecomunication@azasrs.gov>]
Sent: Thursday, April 04, 2013 12:26 PM
To: Pamela Vozza
Subject: ASRS Employer Update - April 2013



Employer Update

A publication of the Arizona State Retirement System

APRIL 2013

Updated LTD Forms and Important Reminders

Updated Long Term Disability (LTD) forms are now available in the [secure Employer section](#) of the ASRS website. It is important to give the LTD claim packet to the employee within the first two months after he/she ceases working or begins working in a restricted capacity due to a medical condition. Please document when the packet was provided in the event ASRS would need this information later during an appeal.

If a completed LTD claim is received by Sedgwick more than twelve months after the date of disability Arizona Revised Statutes may disqualify an employee from receiving LTD benefits. Last fiscal year data shows that, on average, Sedgwick received a completed claim packet nine months after the date of disability. This indicates that a new LTD recipient did not receive any disability income benefits until approximately 12 months after their date of disability.

Also in the [secure Employer section](#) is a new fillable Employer LTD Data Update form. From the left-hand menu, click "Forms and Packets" to access this and other Employer forms. This Employer LTD Data Update form is to update the Employer contacts, or authorized signers, in the Sedgwick system. NOTE: LTD claims will NOT be approved unless the individual who has signed the LTD Employer Notice of Claim form is listed in the Sedgwick system as either a contact or authorized signer.

Employer Liaisons: Your One Call!

The Employer Relations department of the ASRS currently serves over 700 employers. Each employer-partner has an assigned **Employer Liaison** who can:

- > **SERVE AS OMBUDSMAN** between the ASRS and the employer, working to resolve any issues or concerns the employer may have.

- > **PROVIDE PAYROLL** information and support, including the online contribution reporting system, adjustments, error corrections and payroll reporting requirements.

- > **CONDUCT EMPLOYER TRAINING** in all areas needed for ASRS membership,

Legislative Updates

Follow ASRS-related legislation on our [Bill Tracker](#) which is updated daily, and watch for "Legislative Updates" on our [Facebook](#) page.

SB1170 is the ASRS's primary bill during this legislative session and has passed both the House and Senate..

GASB Pension Reporting Changes Affect Employers in 2015

Significant pension reporting changes have been developed by the Government Accounting Standards Board (GASB) that will impact the Arizona State Retirement System and its participating employers.

Read more [here](#). [link to come]

Return to Work

Did you know there is a [Working After Retirement](#) page on the ASRS website? This online resource contains a

including Social Security Section 218 agreements, membership accounting, contribution accounting, payroll processing, audits, employee eligibility, compensation determinations, changes in applicable state and federal laws, and participation in the ASRS tax-deferred supplemental savings plan.

FOR EMPLOYER ASSISTANCE, please contact your assigned Employer Liaison regarding any of these issues. If you reach a voice message, please leave a detailed message and we will return your call within 24 hours.

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DON'T KNOW WHO YOUR ASSIGNED LIAISON IS?

Email Employer Relations for assistance:

employerrelations@azasrs.gov

**FOR EMPLOYEE ASSISTANCE,
PLEASE NOTE:**

In order to continue providing employers with the high level of service you've come to expect, please continue to refer your employees to the ASRS website or to Member Services for assistance with their personal accounts:

**For Online Member Account
Management:**

<https://www.azasrs.gov/web/Login.do>

To Contact Member Services:

<https://www.azasrs.gov/web/ContactUs.do>

wealth of information regarding retirees who return to work for an ASRS employer, including helpful forms & publications such as the Retiree Return to Work for an ASRS Employer form and Working After Retirement Guidelines for Members and Employers fact sheets.

On the Retiree Return to Work form, both the employer and the retiree acknowledge the terms of their return to work employment, as required by Arizona Revised Statutes (A.R.S.) § 38-766.01. This form ensures that both the employer and the retiree understand the terms of post-retirement employment.

What's Important on the RTW Form?

SECTION 1: Retirees must disclose how many hours per week they will be working and how long their assignment will be. Additionally, they must indicate whether they retired at normal or early retirement age, and provide their pre-retirement termination date. If they do not know this information, they can contact ASRS Member Services. If this information is missing from the Retiree Return to Work form, it will be returned to the member for completion or correction.

SECTION 2: Retirees must elect their return to work status in Section 2. It is important that their election in Section 2 is consistent with the intent of their employment in Section 1. For example, a retiree whose intent of employment is 40 hours per week for the entire fiscal year should not elect the third option, which states their employment will not meet the criteria for active membership (20/20).

SECTION 3: Section 3 is to be completed by the employer. The employer must indicate the date the member returned to work as a retiree. Or, if the retiree has already returned to work as a retiree, the employer must indicate the start date of the retiree's current position (status change date). The employer also specifies the number of hours per week the retiree is expected to work and the length of their assignment. If the employee's hours per week vary, you must at least indicate whether the employee will be working **either** 20 or more hours OR less than 20 hours per week. For Length of Assignment, indicate if their employment is for a specific period of time, or if unknown, indicate **either** 20 or more hours OR less than 20 weeks. Terms such as indefinite, permanent or unknown are understood to mean 20 or more weeks per fiscal year. If this information is missing, the form will be returned to the employer for completion or correction.

Retiree Return to Work Notice of Non-Compliance with ASRS Statutes Form

ASRS will review the Retiree Return to Work form along with other retirement documentation to determine if the retiree and employer are in compliance with the return to work statutes. If the ASRS determines that the retiree and employer have violated the Return to Work statutes (A.R.S. § 38-766, 38-766.01), both will be notified. The retiree will receive a Retiree Return to Work Notice of Non-Compliance with ASRS Statutes form which must be completed and returned to the ASRS by the due date listed.

Failure to return the notice by the due date will result in the member's pension being suspended. Additionally, they will resume active, contributing ASRS membership and they will be required to repay all retirement benefits received from the Date of Notification, the date the member knew or should have known their employment resulted in active membership, or any other appropriate date as determined by the ASRS.

It is the retiree's responsibility to respond to the Retiree Return to Work Notice of Non-Compliance with ASRS Statutes form before the due date. If the retiree or employer believes they are in compliance with the Return to Work statutes, then the retiree can indicate on the Retiree Return to Work Notice of Non-Compliance with ASRS Statutes form that they will continue 20/20 employment and submit an appeal. Only retirees can initiate the appeal process, and during the appeal process their pension will not be suspended. We encourage employers to work with retirees and provide them with supporting documentation.

This message was sent to pamelav@azasrs.gov from:

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Retirement System**
Delivering Service with PRIDE!

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